



WILLIAM T FUJIOKA  
Chief Executive Officer

## County of Los Angeles CHIEF EXECUTIVE OFFICE

713 KENNETH HAHN HALL OF ADMINISTRATION  
LOS ANGELES, CALIFORNIA 90012  
(213) 974-1101  
<http://ceo.lacounty.gov>

May 20, 2008

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**DEPARTMENT OF PUBLIC HEALTH: APPROVAL TO ACCEPT NOTICE OF  
COOPERATIVE AGREEMENT FROM THE CENTERS FOR DISEASE CONTROL  
AND PREVENTION FOR THE OFFICE OF AIDS PROGRAMS  
AND POLICY AND AN APPROPRIATION ADJUSTMENT  
(ALL SUPERVISORIAL DISTRICTS)  
(4 VOTES)**

**SUBJECT**

This is to request Board approval to accept Notice of Cooperative Agreement from the Department of Health and Human Services, Centers for Disease Control and Prevention to provide support for the Human Immunodeficiency Virus Project: Expanded and Integrated Human Immunodeficiency Virus Testing for Populations Disproportionately Affected by Human Immunodeficiency Virus, Primarily African Americans.

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Approve and instruct the Director of the Department of Public Health (DPH), or his designee, to accept Notice of Cooperative Agreement (NCA) Number 1U62PS000768-01 (Exhibit I) from the Department of Health and Human Services, Centers for Disease Control and Prevention (CDC) to provide funding support for DPH's Office of AIDS Programs and Policy's (OAPP) Human Immunodeficiency Virus (HIV) Project: Expanded and Integrated HIV Testing for Populations Disproportionately Affected by HIV, Primarily African Americans, in the amount of \$735,350 for the period September 30, 2007, through September 29, 2008.
2. Delegate authority to the Director of DPH, or his designee, to accept subsequent NCAs substantially similar to NCA Number 1U62PS000768-01 for the HIV Project: Expanded and Integrated HIV Testing for Populations

Board of Supervisors  
GLORIA MOLINA  
First District

YVONNE B. BURKE  
Second District

ZEV YAROSLAVSKY  
Third District

DON KNABE  
Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

Disproportionately Affected by HIV, Primarily African-Americans, for the period of September 30, 2008, through September 29, 2010, based on the availability of funds and satisfactory progress of the project, subject to review and approval by County Counsel and Chief Executive Office and notification to the Board offices.

3. Delegate authority to the Director of DPH, or his designee, to accept future amendments substantially similar to NCA Number 1U62PS000768-01 for the period of September 30, 2007, through September 29, 2010, to rollover unspent funds, extend the term and/or increase or decrease the grant award up to 25 percent of each year's base award, subject to review and approval by County Counsel and Chief Executive Office and notification to the Board offices.
4. Approve the Request for Appropriation Adjustment (Attachment A) in the amount of \$61,000 for Fiscal Year (FY) 2007-08. This Appropriation Adjustment is requested to increase OAPP's FY 2007-08 Services and Supplies (S&S) appropriation for costs incurred during FY 2007-08 for OAPP's Expanded and Integrated HIV testing services.

#### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Your Board's approval of the proposed actions will allow DPH's OAPP to accept funding from CDC to support collaboration with DPH's Sexually Transmitted Disease (STD) program and the Los Angeles County Sheriff's Department (LASD) through the implementation of HIV projects at seven LASD jail sites to provide HIV testing, screening, and related activities including linkage to care, and partner counseling and referral services. Screenings will offer male inmates rapid HIV testing; STD screening; referrals to Hepatitis A, B, and C testing, and HIV health education/risk reduction prevention services.

LASD operates the municipal jail system with approximately 185,000 inmates processed annually. Of this number, 34 percent are African American, of which 46 percent test positive for HIV. The use of rapid testing will facilitate swift linkage to HIV/AIDS care services and treatment. The proposed HIV project will focus on inmates who have an elevated risk for HIV, identified by type of arrest, zip code of residence, and age. The predictors were established by a recent HIV testing research study.

Collaborative goals of OAPP, the STD Program, and LASD for the project include: testing approximately 15,000 individuals and identifying at least 400 new HIV positive individuals. The primary goal of the project is to decrease the incidence of new infections by expanding the HIV/STD screening program services in the seven County jails managed by LASD.

Honorable Board of Supervisors  
May 20, 2008  
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### **FISCAL IMPACT/FINANCING**

The total amount of funding provided under NCA 1U62PS000768-01 for the period of September 30, 2007, through September 29, 2008, is \$735,350.

The attached Appropriation Adjustment in the amount of \$61,000 will increase OAPP's FY 2007-08 S&S appropriation in order to support programmatic costs incurred during FY 2007-08.

The remaining funds for the first year of the project (September 30, 2008, through September 29, 2010) will be included in DPH's FY 2008-09 Final Changes Budget Request and any future funding provided by CDC for this project will be included in future FYs, as necessary.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

In June 2007 CDC announced funding for the HIV Project: Expanded and Integrated HIV Testing for Populations Disproportionately Affected by HIV, Primarily African-Americans. DPH's OAPP submitted a bid proposal for the project and the proposal was granted an award by CDC.

In September 2007, CDC awarded NCA Number 1U62PS000768-01 to OAPP to fund the Expanded and Integrated HIV Testing Project at seven LASD jails in the amount of \$735,350 for the period of September 30, 2007, through September 29, 2008, and for each subsequent year through September 29, 2010, based on the availability of funds and satisfactory progress of the project.

Existing OAPP positions have been identified to meet the needs of the project and one new item will be allocated to the STD program. The item allocated to the STD Program will be 100 percent offset by the NCA for the duration of the project.

In addition, under delegated authority approved by your Board on September 19, 2006, OAPP will execute a temporary personnel services agreement to retain the services of seven community service counselors (CSC) to assist with the project. The CSC positions require highly skilled personnel with detailed technical knowledge and training in HIV counseling and testing during the project term and DPH does not currently have staff capable of performing these duties.

Exhibit I has been approved as to form by County Counsel.

Attachment A is the Appropriation Adjustment. Attachment B is the Grants Management Statement required for grants exceeding \$100,000.

Honorable Board of Supervisors  
May 20, 2008  
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**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Acceptance of the NCA from CDC for the Expanded and Integrated HIV Testing Project will allow DPH, in collaboration with LASD, to implement the HIV Project: Expanded and Integrated HIV Testing for Populations Disproportionately Affected by HIV, Primarily African-Americans.

**CONCLUSION**

DPH requires four signed copies of the Board's action.

Respectfully submitted,



WILLIAM T FUJIOKA  
Chief Executive Officer

WTF: SRH:SAS  
MLM:RFM:yb

Attachments (3)

c: County Counsel  
Director and Health Officer, Department of Public Health

052008\_DPH\_OAPP

COUNTY OF LOS ANGELES  
REQUEST FOR APPROPRIATION ADJUSTMENT  
DEPARTMENT OF PUBLIC HEALTH

DEPT'S. NO. 29605/20/2008

## AUDITOR-CONTROLLER.

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. WILL YOU PLEASE REPORT AS TO ACCOUNTING AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF EXECUTIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

ADJUSTMENT REQUESTED AND REASONS THEREFOR  
FISCAL YEAR 2007/08  
4-VOTE

SOURCES:

Office of AIDS Programs and Policy  
A01-PP-90-9031-25770  
Revenue - Federal Grants \$ 61,000  
Increase Revenue

USES:

Office of AIDS Programs and Policy  
A01-PP-2000-25770  
Services and Supplies \$ 61,000  
Increase Appropriation

Total \$ 61,000Total \$ 61,000JUSTIFICATION:

This adjustment is required to increase the Office of AIDS Programs and Policy's (OAPP) Services and Supplies (S&S) budget for the Centers of Disease Control and Prevention (CDC) - Expanded and Integrated HIV Testing in Jails grant for Fiscal Year 2007-08. Through this grant OAPP will enhance collaboration with the Sexually Transmitted Disease Program and the Los Angeles County Sheriff's Department (LASD) to implement an expanded HIV/STD screening program in jail settings. Expenditures against the total program budget of \$735,000 is effective upon Board Approval through September 29, 2008 and is 100% offset by CDC funds. This Budget Adjustment is based on an estimate of 1/12 of the \$735,000 2007 grant award (Jun 1, 2008 - Jun 30, 2008) during FY 2007/08. Our request for Board acceptance of the 2007 grant is anticipated for early June 2008. Acceptance of this grant will not increase Net County Cost. This action

**ADOPTED**  
BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

*Nanette Herrera*  
Nanette Herrera, Chief  
DPH-Controller's Division

CHIEF EXECUTIVE OFFICER'S REPORT

26 MAY 20 2008

*Sachi A. Hamai*  
SACHI A. HAMAI  
EXECUTIVE OFFICER

REFERRED TO THE CHIEF  
EXECUTIVE OFFICER FOR

ACTION

APPROVED AS REQUESTED

AS REVISED

AUDITOR-CONTROLLER

BY

RECOMMENDATION

APPROVED (AS REVISED):  
BOARD OF SUPERVISORS

CHIEF EXECUTIVE OFFICER

NO. 236May 6, 2008

BY  
DEPUTY COUNTY CLERK

26 MAY 20, 2008

**Los Angeles County Chief Executive Office  
Grant Management Statement for Grants Exceeding \$100,000**

Department: Public Health – Office of AIDS Programs and Policy

Grant Project Title and Description: <b>EXPANDED AND INTEGRATED HIV TESTING FOR POPULATIONS DESPROPORTIONATELY AFFECTED BY HIV</b>		
Funding Agency: <b>CENTERS FOR DISEASE CONTROL</b>	Program (Fed. Grant #/State Bill or Code #):  Contract No. 1U62PS000768-01	Grant Acceptance Deadline:  None

Total Amount of Grant Funding: \$735,350	County Match Requirements: None
Grant Period: Begin Date: 09/30/07	End Date: 09/29/08
Number of Personnel Hired Under this Grant: Full Time 8	Part Time 0
<p align="center"><b><u>Obligations Imposed on the County When the Grant Expires</u></b></p> <p>Will all personnel hired for this program be informed this is a grant funded program? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Will all personnel hired for this program be placed on temporary (N) items? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Is the County obligated to continue this program after the grant expires? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If the County is not obligated to continue this program after the grant expires, the Department will:</p> <p>a). Absorb the program cost without reducing other services. Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>b). Identify other revenue sources. Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>(Describe) Identify and apply for other funding.</p> <p>c). Eliminate or reduce, as appropriate, positions/program costs funded by this grant. Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	
Impact of additional personnel on existing space: OAPP's share of cost per employee of rent space related expenses is included in the grant award and will have minimal impact on OAPP.	
Other requirements not mentioned above: N/A	

Department Head Signature



Date 4/18/08



COOPERATIVE AGREEMENTS  
Department of Health and Human Services  
Centers for Disease Control

## Notice of Award

Issue Date: 09/20/2007



NATIONAL CENTER FOR HIV, VIRAL HEPATITIS, STDs AND TB PREVENTION

Grant Number: 1U62PS000785-01

Principal Investigator(s):  
MICHAEL GREEN, PHDProject Title: EXPANDED AND INTEGRATED HIV TESTING FOR POPULATIONS  
DISPROPORTIONATELY AFFECTED BDIRECTOR  
OFFICE OF AIDS PROGRAMS & POLICY  
600 S. COMMONWEALTH AVE., 6TH FL  
LOS ANGELES, CA 90005

Award e-mailed to: mgreen@ph.lacounty.gov

Budget Period: 09/30/2007 – 09/29/2008

Project Period: 09/30/2007 – 09/29/2010

Dear Business Official:

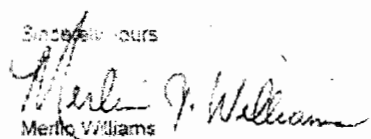
The Centers for Disease Control hereby awards a grant in the amount of \$735,350 (see "Award Calculation" in Section I and "Terms and Conditions" in Section II) to LOS ANGELES COUNTY HEALTH DEPARTMENT in support of the above referenced project. This award is pursuant to the authority of 507.317K2 PHSA.42USC241.24"BK2.PL108 and is subject to the requirements of this statute and regulation and of other referenced, incorporated or attached terms and conditions.

Acceptance of this award including the "Terms and Conditions" is acknowledged by the grantee when funds are drawn down or otherwise obtained from the grant payment system.

Award recipients are strongly encouraged to submit to PubMed Central (PMC), upon acceptance for publication, an electronic version of peer-reviewed, original research publications, resulting from research supported in whole or in part, with direct costs from Centers for Disease Control. The author's final manuscript is defined as the final version accepted for journal publication, and includes all modifications from the publishing peer review process. For additional information, please visit <http://publicaccess.nih.gov/>

If you have any questions about this award, please contact the individual(s) referenced in Section IV.

Sincerely yours,

  
Merle Williams

Grants Management Officer

NATIONAL CENTER FOR HIV, VIRAL HEPATITIS, STDs AND TB PREVENTION

Additional information follows



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**SECTION I – AWARD DATA – 1U62PS000768-01****Award Calculation (U.S. Dollars)**

Salaries and Wages	\$318,170
Fringe Benefits	\$155,243
Personnel Costs (Subtotal)	\$473,413
Supplies	\$220,107
Travel Costs	\$8,075
Other Costs	\$35,755

Federal Direct Costs	\$735,350
Approved Budget	\$735,350
Federal Share	\$735,350
<b>TOTAL FEDERAL AWARD AMOUNT</b>	<b>\$735,350</b>

<b>AMOUNT OF THIS ACTION (FEDERAL SHARE)</b>	<b>\$735,350</b>
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Recommended future year total cost support, subject to the availability of funds and satisfactory progress of the project.

02	\$735,350
03	\$7,353,500

**Fiscal Information:**

CFDA Number:	93.940
EIN:	1956000927A1
Document Number:	UPS000768A

	IC	CAN	2007	2008	2009
PS		921Z9HC	\$735,350	\$735,350	\$7,353,500

SUMMARY TOTALS FOR ALL YEARS		
YR	THIS AWARD	CUMULATIVE TOTALS
1	\$735,350	\$735,350
2	\$735,350	\$735,350
3	\$7,353,500	\$7,353,500

Recommended future year total cost support, subject to the availability of funds and satisfactory progress of the project.

CDC Administrative Data:  
PCC: / OC: 4141

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**SECTION II – PAYMENT/HOTLINE INFORMATION – 1U62PS000768-01**

For payment information see Payment Information section in Additional Terms and Conditions.

**INSPECTOR GENERAL:** The HHS Office Inspector General (OIG) maintains a toll-free number (1-800-HHS-TIPS (1-800-447-6477)) for receiving information concerning fraud, waste or abuse under grants and cooperative agreements. Information also may be submitted by e-mail to [hhstips@oig.hhs.gov](mailto:hhstips@oig.hhs.gov) or by mail to Office of the Inspector General, Department of Health and Human Services, Attn: HOTLINE, 330 Independence Ave., SW, Washington DC 20201. Such reports are treated as sensitive material and submitters may decline to give their names if they choose to remain anonymous. This note replaces the Inspector General contact information cited in previous notice of award.

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**SECTION III – TERMS AND CONDITIONS – 1U62PS000768-01**

This award is based on the application submitted to, and as approved by, CDC on the above-titled project and is subject to the terms and conditions incorporated either directly or by reference in the following:



- a. The grant program legislation and program regulation cited in this Notice of Award.
- b. The restrictions on the expenditure of federal funds in appropriations acts to the extent those restrictions are pertinent to the award.
- c. 45 CFR Part 74 or 45 CFR Part 92 as applicable.
- d. The HS Grants Policy Statement, including addenda in effect as of the beginning date of the budget period.
- e. This award notice, INCLUDING THE TERMS AND CONDITIONS CITED BELOW.

Treatment of Program Income:  
Additional Costs

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**SECTION IV – PS Special Terms and Conditions – 1U62PS000768-01**

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Funding Opportunity Announcement Number (FOA): PS07-768  
Award Number: H25 PS000768-01  
Approval List Number: C0205R07

**ADDITIONAL TERMS AND CONDITIONS OF THIS AWARD**

**Note 1. INCORPORATION:** Funding Opportunity Announcement Number PS07-768 titled, Expanded and Integrated HIV Testing for Populations Disproportionately Affected by HIV. Primarily African-Americans; additional requirements; the application dated July 14, 2007, the budget discussion conference call dated September 14, 2007, between Dr. Michael Green of County of Los Angeles Department of Public Health, and the revised budget submitted by email dated September 14, 2007, are made a part of this award by reference.

**Note 2. RESPONSE TO THE SUMMARY STATEMENT:** Attached to this Notice of Award is a Summary Statement of the application. A response to the Recommendations and Weaknesses within the Summary Statement must be submitted to the Grants Management Specialist no later than October 31, 2007. Failure to respond to could result in enforcement actions, including withholding of funds or termination.

**Note 3. APPROVED FUNDING:** Funding in the amount of \$735,350 is approved for the Year 01 budget period, which is September 30, 2007, through September 29, 2008. All funding for future years is based on satisfactory programmatic progress and the availability of funds.

**a. REQUIRED TRAVEL:** Attendance is required for grantee meeting in Atlanta on November 1-2, 2007. Five staff are required to attend. CDC will fund three staff directly; however, the two remaining staff travel costs must be included in the grantees' budget.

**Note 4: FUNDING RESTRICTIONS:** The following items or activities are restricted under this program:

- a. Recipients may not use funds for research.
- b. Recipients may not use funds for clinical care or for the purchase of vaccines.
- c. Recipients may only expend funds for reasonable program purposes, including personnel, travel, supplies, and contractual services.
- d. Awardees are generally not approved to purchase furniture or equipment. Any request for furniture or equipment must be properly documented and justified in the budget.
- e. Reimbursement of pre-award costs is not allowed.

**Note 5. INDIRECT COSTS:** N/A

**Note 6. PROGRAM INCOME.** Any program income generated under this cooperative agreement will be used in accordance with the additional cost alternative. The disposition of program income must have written prior approval from the Grants Management Officer.

**Additional Costs Alternative—**Used for costs that are in addition to the allowable costs of the project for any purposes that further the objectives of the legislation under which the cooperative agreement was made. General program income subject to this alternative shall be reported on lines 10r and 10s, as appropriate, of the FSR (Long Form).

**Note 7. REPORTING REQUIREMENTS:**

a.) Annual Financial Status Report (FSR, SF 259 or SF 259A): The FSR for this budget period is due to the Grants Management Specialist by December 29, 2008. Reporting timeframe is September 30, 2007, through September 29, 2008. The FSR should only include those funds authorized and actually expended during the timeframe covered by the report. If the FSR is not finalized by the due date, an interim FSR must be submitted, marked not final, and an amount of unf liquidated obligations should be annotated to reflect unpaid expenses. Electronic versions of the form can be downloaded into Adobe Acrobat and completed on-line by visiting: <http://www.whitehouse.gov/omb/grants/sf259a.pdf>.

b.) Progress Reporting: ANNUAL PROGRESS REPORTING: Annual progress reports are a requirement of this program, due 90 days following the end of each budget period.

i. The Interim Progress Report (IPR) will serve as the non-competing continuation application. IPR reporting timeframe is September 30, 2007, through March 29, 2008. A due date and specific IPR guidance will be provided at a later date.

ii. The Annual Progress Report (APR) will be due 90 days after the end of the budget period. December 29, 2008. APR programmatic guidance will be provided at a later date. Reporting timeframe is: September 30, 2007, through September 29, 2008.

**Note 8. HIV PROGRAM REVIEW PANEL REQUIREMENT:** All written materials, audiovisual materials, pictorials, questionnaires, survey instruments, websites, educational curricula and other relevant program materials have to be reviewed and approved by an established program review panel. A list of reviewed materials and approval dates must be submitted to the CDC Grants Management Specialist.

**Note 9. CORRESPONDENCE:** ALL correspondence (including emails and faxes) regarding this award must be dated, identified with the AWARD NUMBER as shown at the top right of this page, and include a point of contact (name, phone, fax, and email). All correspondence should be addressed to the Grants Management Specialist.

**Note 10. PRIOR APPROVAL:** All requests, which require prior approval, must bear the signature of an authorized official of the business office of the grantee organization as well as the principal investigator or program or project director named on this notice of award. The request must be postmarked no later than 120 days prior to the end date of the current budget period. Any requests received that reflect only one signature will be returned to the grantee unprocessed. Additionally, any requests involving funding issues must include an itemized budget and a narrative justification of the request.

Prior approval is required but is not limited to the following types of requests: 1) Use of unobligated funds from prior budget period (Carryover); 2) Lift funding restriction, withholding, or disallowance, 3) Redirection of funds, 4) Change in Contractor/Consultant; 5) Supplemental funds; 6) Response to Technical Review, or 7) Change in Key Personnel.

**Note 11. KEY PERSONNEL:** In accordance with 45 CFR Part 92, CDC recipients shall obtain prior approval from CDC for (1) Change in the project director or principal investigator or other key persons specified in the application or award document, and (2) the absence for more than three months, or a 25 percent reduction in time devoted to the project, by the approved project director or principal investigator.

**Note 12. INVENTIONS:** Acceptance of grant funds obligates recipients to comply with the standard patent rights clause in 37 CFR 401.14.

**Note 13. PUBLICATIONS:** Publications, journal articles, etc. produced under a CDC grant support project must bear an acknowledgment and disclaimer, as appropriate, such as:

This publication (journal article, etc.) was supported by the Cooperative Agreement Number above from The Centers for Disease Control and Prevention. Its contents are solely the responsibility of the authors and do not necessarily represent the official views of the Centers for Disease Control and Prevention.

**Note 14. CONFERENCE DISCLAIMER AND USE OF LOGOS:**

**Disclaimer:** Where a conference is funded by a grant or cooperative agreement, a subgrant or a contract the recipient must include the following statement on conference materials, including

promotional materials, agenda, and Internet sites:

Funding for this conference was made possible (in part) by the cooperative agreement award number above from the Centers for Disease Control and Prevention. The views expressed in written conference materials or publications and by speakers and moderators do not necessarily reflect the official policies of the Department of Health and Human Services; nor does mention of trade names, commercial practices, or organizations imply endorsement by the U.S. Government

**Logos.** Neither the HHS nor the CDC logo may be displayed if such display would cause confusion as to the source of the conference or give the false appearance of Government endorsement. A non-federal entity's unauthorized use of the HHS name or logo is governed by U.S.C. 1320b-10, which prohibits the misuse of the HHS name and emblem in written communication. The appropriate use of the HHS logo is subject to the review and approval of the Office of the Assistant Secretary for Public Affairs (OASPA). Moreover, the Office of the Inspector General has authority to impose civil monetary penalties for violations (42 C.F.R. Part 1003). Neither the HHS nor the CDC logo can be used on conference materials, under a grant, cooperative agreement, contract or co-sponsorship agreement without the expressed, written consent of either the Project Officer or the Grants Management Officer. It is the responsibility of the grantee (or recipient of funds under a cooperative agreement) to request consent for the use of the logo in sufficient detail to assure a complete depiction and disclosure of all uses of the Government logos, and to assure that in all cases of the use of Government logos, the written consent of either the Project Officer or the Grants Management Officer has been received.

**Note 15. EQUIPMENT AND PRODUCTS:** To the greatest extent practicable, all equipment and products purchased with CDC funds should be American-made. CDC defines equipment as Tangible non-expendable personal property (including exempt property) charged directly to an award having a useful life of more than one year AND an acquisition cost of \$5,000 or more per unit. However, consistent with recipient policy, a lower threshold may be established. Please provide the information to the Grants Management Officer to establish a lower equipment threshold to reflect your organization's policy.

**Note 16. ACKNOWLEDGMENT OF FEDERAL SUPPORT:** When issuing statements, press releases, requests for proposals, bid solicitations and other documents describing projects or programs funded in whole or in part with Federal money, all awardees receiving Federal funds, including and not limited to State and local governments and recipients of Federal research grants, shall clearly state (1) the percentage of the total costs of the program or project which will be financed with Federal money, (2) the dollar amount of Federal funds for the project or program, and (3) percentage and dollar amount of the total costs of the project or program that will be financed by nongovernmental sources.

**Note 17. INSPECTOR GENERAL:** The HHS Office Inspector General (OIG) maintains a toll-free number (1-800-HHS-TIPS [1-800-447-8477]) for receiving information concerning fraud, waste or abuse under grants and cooperative agreements. Information also may be submitted by e-mail to [hhs tips@oig.hhs.gov](mailto:hhs tips@oig.hhs.gov) or by mail to Office of the Inspector General, Department of Health and Human Services, Attn: HOTLINE, 330 Independence Ave., SW, Washington DC 20201. Such reports are treated as sensitive material and submitters may decline to give their names if they choose to remain anonymous. This note replaces the Inspector General contact information cited in previous notice of award.

**Note 18. PAYMENT INFORMATION. Automatic Drawdown—**Payment under this award will be made available through the Department of Health and Human Services (HHS) Payment Management System (PMS). PMS is administered by the Division of Payment Management, Program Support Center, HHS. PMS will forward the DHHS Manual for Recipients Financed Under the Payment Management System (PMS), PMS-270 and PMS-272 forms.

A. PMS correspondence, mailed through the U.S. Postal Service, should be addressed as follows: Division of Payment Management, FMS/PSC/HHS, P.O. Box 6021, Rockville, MD 20852.

B. If a carrier other than the U.S. Postal Service is used, such as United Parcel Service, Federal Express, or other commercial service, the correspondence should be addressed as follows: Division of Payment Management, FMS/PSC/HHS, Rockwall Building #1, Suite 700, 11400 Rockville Pike, Rockville, MD 20852.

To expedite your first payment from this award, attach a copy of the Notice of Grant/Cooperative

Agreement to your payment request form.

**Note 19. AUDIT REQUIREMENT:** An organization that expends \$500,000 or more in a year in Federal awards shall have a single or program-specific audit conducted for that year in accordance with the provisions of OMB Circular A-133. Audit of States, Local Governments, and Non-Profit Organizations. The audit must be completed along with a data collection form, and the reporting package shall be submitted within the earlier of 30 days after receipt of the auditors' report(s), or nine months after the end of the audit period. The audit report must be sent to: Federal Audit Clearing House, Bureau of the Census, 1201 East 10th Street, Jeffersonville, IN 47132. Should you have questions regarding the submission or processing of your Single Audit Package, contact the Federal Audit Clearinghouse at: (301) 783-1551, (800) 253-0896 or email: [govs.fac@census.gov](mailto:govs.fac@census.gov)

The grantee is to ensure that the sub-recipients receiving CDC funds also meet these requirements (if total Federal grant or cooperative agreement funds received exceed \$500,000). The grantee must also ensure that appropriate corrective action is taken within six months after receipt of the sub-recipient audit report in instances of non-compliance with Federal law and regulations. The grantee is to consider whether sub-recipient audits necessitate adjustment of the grantees' own accounting records. If a sub-recipient is not required to have a program-specific audit, the Grantee is still required to perform adequate monitoring of sub-recipient activities. The grantee is to require each sub-recipient to permit independent auditors to have access to the sub-recipients' records and financial statements. The grantee should include this requirement in all sub-recipient contracts.

**Note 20. CDC CONTACT NAMES:**

Business and Grants Policy Contact  
Charles Elder, Grants Management Specialist  
Centers for Disease Control, PGO, Branch I  
2920 Brandywine Road, Mail Stop E-15  
Atlanta, GA 30341-4146  
Telephone: (404) 639-5391  
Fax: (404) 639-8095  
Email: [cfe4@cdc.gov](mailto:cfe4@cdc.gov)

Overnight mailing address:  
8 Corporate Square, M/S E-15  
Atlanta, GA 30329-4146

Programmatic and Technical Contact  
Angel Ortiz-Richard  
Prevention Program Branch, Division of HIV/AIDS Prevention  
Centers for Disease Control and Prevention  
8 Corporate Square, M/S E-58  
Atlanta, GA 30329-4146  
Phone: (404) 639-5197  
Fax: (404) 639-5258  
Email: [air4@cdc.gov](mailto:air4@cdc.gov)

**STAFF CONTACTS**

Grants Management Specialist: Charles L. Elder  
Centers for Disease Control and Prevention (CDC)  
Procurement and Grants Office  
2920 Brandywine Road, MS E-15  
Atlanta, GA 30341  
Email: [cfe4@cdc.gov](mailto:cfe4@cdc.gov) Phone: 404.639.5391 Fax: 404-498-1920

Grants Management Officer: Merlin Williams  
Center for Disease Control and Prevention (CDC)  
Procurement and Grants Office  
2920 Brandywine Road, MS E-15  
Atlanta, GA 30341  
Phone: (404) 639-8052 Fax: (404) 639-8095

**SPREADSHEET SUMMARY**  
**GRANT NUMBER: 1U62PS000768-01**

**INSTITUTION: LOS ANGELES CNTY OFF OF AIDS PROGS & POL**

<i>Budget</i>	<i>Year 1</i>	<i>Year 2</i>	<i>Year 3</i>
Salaries and Wages	\$318,170		
Fringe Benefits	\$155,243		
Personnel Costs (Subtotal)	\$473,413		
Supplies	\$220,107		
Travel Costs	\$6,075		
Other Costs	\$35,755		
TOTAL FEDERAL DC	\$735,350	\$735,350	\$7,353,500
TOTAL FEDERAL F&A			
TOTAL COST	\$735,350	\$735,350	\$7,353,500